

Minutes
Student Administrative Council (SAC)
May 28th, 2020
Via Zoom

Present: Paul Masse, General Manager, Chair

Cole Ayerst, Director
Naznin Akter, Director
Allan Saji Chakkupurackal, Director
Kaivalya Dahale, Director
Zayaan Zakir Madari, Director
Katyayini Thakur, FSU President
Lakshmy Trikkur Muraleedharan, Director
Stacyann Stanley, Director
Perna Yadav, Director

Thomas Hutchison-Hounsell, Board of Governors Student Representative
Bonnie Williams (Recording Secretary)

This meeting was called to order at 1:00 p.m.

Approval of the Agenda

1.1 It was:

MOVED by Cole Ayerst, SECONDED by Stacyann Stanley and CARRIED to approve the agenda.

President's Report - Katyayini Thakur

Katyayini provided a semester update to the Board. 72% of programs were completed online during the Winter 2020 Semester, however, the remaining programs will need to complete some face to face program delivery, scheduled July 20th, 2020 – onwards for two weeks, to achieve program completion and graduation. Only 60% of the anticipated programs for the Summer 2020 Semester will be offered in an online delivery format. With the change in delivery, students will pay a online fee delivery package which includes a reduction in ancillary fees. Fall 2020 will have a delayed start to the semester and will run from September 21st to December 19th, 2020 to allow for the adequate travel and quarantine time, if necessary. Programs will be delivered in a blended format; 50% online and 50% online with a face to face element.

Katyayini explained there is a hiring freeze right now for the Coordinators, however, the chosen candidates have been contacted and decision will be reviewed periodically. Katyayini noted the FSU Operational Budget and Fees will be discussed further under New Business Item 'c'.

Katyayini provided an update regarding recreational activities and noted all recreational activities will be deferred for the Summer 2020 and Fall 2020 Semesters. Additionally, construction for Innovation Village has resumed after delays with COVID-19.

Katyayini noted Summer 2020 returning students are entitled to a \$750.00 Continuing Student Bursary and explained the Technology Bursary of \$500.00 is being offered, subject to eligibility. Additionally, Fall 2020 returning students will be eligible to receive up to \$500.00 from the Continuing Student Bursary, subject to financial need.

Board of Governors Report - Thomas Hutchison-Hounsell

Thomas noted the March 26th, 2020 Board of Governors Meeting was cancelled due to COVID-19 and as a result the April Meeting, which was held via Zoom, was packed with content.

Thomas mentioned the following programs; Digital Communications Management, Customer Relationship Marketing & Sales Management, Food Process – Product Development, Oneida – Foundations of Language and Culture and Oneida – Language Immersion, Culture and Teaching, were approved. Thomas noted the Part-Time/Mature Learner Strategies and two Monitoring Reports; Meeting Labour Market Needs and Interactions with Students and Applicants, were approved. President Devlin provided a COVID-19 Update and the new Board Chair (Brad Duncan), First Vice-Chair (Michele Martin) and Second Vice-Chair (Stephen McClatchie) were elected. The next Board of Governors Meeting is scheduled on May 28th, 2020.

Several questions were asked regarding President Devlin's COVID-19 Update which included whether student services would be impacted by the College's deficit, if work study would be impacted by the hiring freeze and if there was any concern regarding the changeover with Residence to the new company. It was noted that more information is needed regarding the overall impact of the deficit, however, student services should not be impacted and the work study program does still exist. It was explained the changeover with the Residence is going smoothly and it was explained that the Residence will be operating at a planned 50% capacity due to COVID-19.

It was noted the College Investment for Innovation Village, Stage 3 and above, was supposed to be discussed and approved at the June Meeting, however, it may be brought up at the Board of Governors Meeting today, May 28th, 2020. It was asked that if any decisions were made at this meeting regarding Innovation Village that an update be sent to the Board, if these details are able to be shared.

Appointing Chair and Secretary

It was stated that a Chair and Secretary would need to be appointed from the Board of Directors. Each role and the responsibilities for each role were explained to the Board. It was suggested to have an anonymous, closed ballot vote by the Board until a majority is determined for each role; Chair and Secretary. It was explained one name would be sent via the private chat feature on Zoom for each position and the votes would be reviewed by Paul and Katyayini. The Board was asked if there were any questions or objections regarding the suggested voting for each role. There were no objections from the Board.

Cole Ayerst and Kaivalya Dahale were nominated for the role of the Chair. After two stale-dated votes by the Board, it was suggested that each candidate complete a speech as to why they would like the position of Chair. Each candidate completed a speech and a vote was held. The vote was stale-dated and did not receive a majority vote. It was suggested that the President, Board of Governors and General Manager could vote, if each party was willing and the Board, all eight

Board Members, were in agreeance with the suggestion. The Board had no objections to the suggestion and all parties were willing to partake in the vote.

1.2 It was:

MOVED by Cole Ayerst, SECONDED by Lakshmy Trikkur Muraleedharan and CARRIED to approve Kaivalya Dahale as the Chair for the 2020-2021 SAC Board.

A vote was held and the motion was passed.

Zayaan Zakir Madari, Prerna Yadav and Stacyann Stanley were nominated for the role of the Secretary.

1.3 It was:

MOVED by Cole Ayerst, SECONDED by Stacyann Stanley and CARRIED to approve Zayaan Zakir Madari as the Secretary for the 2020-2021 SAC Board.

A vote was held and the motion was passed.

New Business:

- a. Audit Update – It was noted that the Annual Financial Audit for the FSU is underway and is being completed by PricewaterhouseCoopers (PWC). The field work for this audit will be completed remotely during the week of June 8th, 2020. It was noted that during this audit there will be a focus on the impact of COVID-19, due to the ongoing pandemic, as well as an emphasis on credit card expenses, due to previous issues with other Student Associations in the past. It was noted that there are no concerns thus far. When the audit is completed, PWC will meet with the Board to present the audit.
- b. Governance Review Update – The FSU is still awaiting the results of the Governance Review. It was noted that the delay was due to a personal family emergency and apologies were expressed for the delay. It was noted that when the results are received they will be shared with the Board.
- c. 2020-2021 Operating Budget and Fees – The 2020-2021 Budget was approved by the Board and it was noted that the \$50.00 Fee Credit for Summer Students has been applied to the Summer Fee Invoice. It was explained that the Summer Fee Credit (approx. \$185,000 dollars) and \$400,000 dollars in funds that were given for the Student Emergency Relief Fund will not have an impact on the FSU's Operating Budget for this year as these amounts will be assumed from existing reserved. However, it was explained that the Fall 2020 Semester will be conducted online and blended (online and face to face) and enrollments are currently down which will have an impact on the budget. Although there may be changes in terms of enrollments, this information will not be known until mid-Summer. In order for the FSU to make

decisions regarding operations and budgets, more information regarding the academic plan and face to face instruction is needed, however, it is the goal to have a draft for the next Board Meeting or the subsequent Board Meeting. It was explained that the recommendation for the FSU Fees for Fall 2020 Semester would be to keep fees the same, but potentially looking into a fee credit or bursary contributions for Winter 2021.

A lengthy discussion was held regarding the London Transit Commission (LTC) and the Student Bus Pass. The importance of the bus pass for student was stressed by the Board and several bus pass options and the pros and cons for each option were discussed; the universal rate (current model for full-time students, online students not included), the ability to opt-out of the bus pass and the ability to opt-in to the bus pass at a preferred rate. It was explained that the bus pass fee is a high level fee and more information needs to be known before a decision is made which includes what the service may look like in the Fall. It was noted that decisions with LTC are ongoing, however, it is the goal to make the best decision for the students.

- d. Student Concerns – Several questions were asked regarding the fee deadline/payment plans, fee adjustments on invoices and travel for the Fall 2020 Semester for International Students. It was explained that the fee deadline, payment plans and fee adjustments are determined by the Registrar’s Office. Katyayini has a meeting with the Registrar tomorrow and will be able to provide more information after this meeting. It was explained that International Students can come to Canada, pending the government’s decision on whether or not to open the borders. It was noted that this is a government decision, however, the Fall 2020 Semester will have a delayed start, beginning on September 21st, 2020, to allow for self-quarantine, if needed. It was noted that any questions can be directed to the International Office as well.

There was a concern regarding not having a posted schedule for a Summer Online Program. It was noted that it doesn’t seem to be an issue with all programs and it was encouraged for the student to reach out to the Program Coordinator. It was explained that the Class Representative Program has been deferred for right now, due to COVID-19, however, students can reach out to Katyayini if there are any issues or concerns.

Next Meeting – Thursday, June 25th at 1:00 p.m. via Zoom.

Adjournment

1.4 It was:

MOVED by Lakshmy Trikkur Muraleedharan, SECONDED by Stacyann Stanley and CARRIED to adjourn the meeting at 3:21 p.m.